

201 South Grand Avenue East
Springfield, Illinois 62763-0002

Telephone: (217) 782-1200
TTY: (800) 526-5812

July 11, 2005

INFORMATIONAL NOTICE

TO: Participating Long Term Care Facilities and Pharmacies

RE: Refill-Too-Soon Overrides

Effective August 1, 2005, the department will no longer approve refill-too-soon overrides for Medicaid clients residing in long term care (LTC) facilities when the client leaves the facility for a hospital stay and returns to the same facility. If a Medicaid client leaves the LTC facility for a hospital stay, the LTC facility must retain the unused portion of the client's medication in the facility's secure medication location for use upon the client's return to the facility.

As a reminder, LTC facilities are also responsible for taking the necessary steps to release medications to clients upon discharge or temporary absence from the facility. Release of medications was addressed in a March 16, 2004, informational notice from the department. The March 16, 2004, informational notice is attached for ease of reference.

Please remember, providers wishing to receive e-mail notification when new provider information has been posted by the department, may register at the following HFS Web site:

<http://www.hfs.illinois.gov/provrel/>

Healthcare and Family Services Public Aid has a new name.

The name of the Department of Public Aid (DPA) has changed to Healthcare and Family Services, HFS for short.

You will soon see the new name on forms, letters and the Internet. Until existing form supplies are exhausted, however, we will continue to use materials bearing the former DPA name and logo. Either version of documents should be considered official regardless of the department name they bear.

Only our name has changed. HFS's programs, staff, office locations, mailing addresses and phone numbers remain the same as DPA's.

We believe our new name more clearly reflects our mission of service to the State of Illinois including providing access to health care for over 2 million Illinoisans. In our work, we deeply appreciate your participation in our programs. We hope this change poses no inconvenience or confusion for you.

If you have any questions concerning this notice, you may contact the Bureau of Pharmacy Services at 1-877-782-5565, extension 7.

Anne Marie Murphy, Ph.D.
Administrator
Division of Medical Programs



Rod R. Blagojevich, Governor
Barry S. Maram, Director

Illinois Department of Public Aid

201 South Grand Avenue East
Springfield, Illinois 62763-0001

Telephone: (217) 782-0545
TTY: (800) 526-5812

03/16/04

INFORMATIONAL NOTICE

TO: Providers of Nursing Facility Services

RE: Release of Medications

This notice is being sent to remind long term care facilities of their responsibility to take necessary steps to release medications to residents who have been discharged or are temporarily absent from a facility. This notice restates Department policy previously addressed in Department notices distributed on March 21, 1997 and March 18, 1998. The Department continues to note problems with requests for refills of prescription medications for residents who are discharged from nursing facilities. As a result of medications not being sent with the resident, the Department is being asked to refill medications when Department records show that it is too soon for a refill. Instead of ensuring that residents' medications accompany them when they are discharged from the facility, some facilities have indicated that they are returning medications to the pharmacy for refunds after a resident is discharged, a process that seriously disrupts the continuity of residents' medication therapy.

Current Illinois Department of Public Health (IDPH) rules at 77 Ill. Adm. Code, Subpart H, address requirements for handling medications at the time of discharge or temporary absence from the nursing facility. Section 300.1620(f) states that "The licensed prescriber shall approve the release of any medications to the resident, or person responsible for the resident's care, at the time of discharge or when the resident is going to be temporarily out of the facility at medication time. Disposition of the medications shall be noted in the resident's clinical record." Comparable language exists for other levels of IDPH facility licensure. Although not required under IDPH regulations, it is suggested that the quantity of medications released also be documented in the resident's clinical record.

In order to avoid refilling of a prescription when a resident is discharged from a facility, facilities must contact the physician for approval to release all medications with the resident and document that such contact was made. All authorized medications should accompany a resident at the time of discharge whether the resident is going home or to another long term care facility. Authorized medications released to a resident by a discharging long term care facility should be utilized upon admission to another long term care facility.

For therapeutic home visits, facility staff should send an appropriate supply of a resident's medications with the resident so he or she will have sufficient doses while out of the facility. In accordance with IDPH 77 Ill. Adm. Code, Section 300.1640(i), "The medications of each resident shall be kept and stored in the originally received containers. Medications shall not be transferred between containers, except that a licensed nurse, acting as the agent of the resident, may remove previously dispensed medication from original containers and place it in other containers to be sent with a resident when the resident will be out of the facility at the time of scheduled administration of medication. When medication is sent out of the facility with the resident, it shall be labeled by the nurse with the name of the resident, name and strength of the medication, instructions for administration and any other appropriate information."

You may access IDPH's rules at <www.idph.state.il.us>. If you have any questions concerning this notice, contact the Bureau of Long Term Care at 217-524-7244.

Anne Marie Murphy, Ph.D
Administrator
Division of Medical Programs